



**Minnesota Pollution  
Control Agency**

520 Lafayette Road North  
St. Paul, MN 55155-4194

# MS4 SWPPP Application for Reauthorization

**for the NPDES/SDS General Small Municipal Separate  
Storm Sewer System (MS4) Permit MNR040000  
reissued with an effective date of August 1, 2013**  
Stormwater Pollution Prevention Program (SWPPP) Document

Doc Type: Permit Application

**Instructions:** This application is for authorization to discharge stormwater associated with Municipal Separate Storm Sewer Systems (MS4s) under the National Pollutant Discharge Elimination System/State Disposal System (NPDES/SDS) Permit Program. **No fee** is required with the submittal of this application. Please refer to "Example" for detailed instructions found on the Minnesota Pollution Control Agency (MPCA) MS4 website at <http://www.pca.state.mn.us/ms4>.

**Submittal:** This *MS4 SWPPP Application for Reauthorization* form must be submitted electronically via e-mail to the MPCA at [ms4permitprogram.pca@state.mn.us](mailto:ms4permitprogram.pca@state.mn.us) from the person that is duly authorized to certify this form. All questions with an asterisk (\*) are required fields. All applications will be returned if required fields are not completed.

**Questions:** Contact Claudia Hochstein at 651-757-2881 or [claudia.hochstein@state.mn.us](mailto:claudia.hochstein@state.mn.us), Dan Miller at 651-757-2246 or [daniel.miller@state.mn.us](mailto:daniel.miller@state.mn.us), or call toll-free at 800-657-3864.

## General Contact Information (\*Required fields)

### MS4 Owner (with ownership or operational responsibility, or control of the MS4)

\*MS4 permittee name: Stearns County \*County: Stearns  
(city, county, municipality, government agency or other entity)

\*Mailing address: P.O. Box 246

\*City: St. Cloud \*State: MN \*Zip code: 56302

\*Phone (including area code): 320-255-6180 \*E-mail: jodi.teich@co.stearns.mn.us

### MS4 General contact (with Stormwater Pollution Prevention Program [SWPPP] implementation responsibility)

\*Last name: Teich \*First name: Jodi  
(department head, MS4 coordinator, consultant, etc.)

\*Title: County Engineer

\*Mailing address: P.O. Box 246

\*City: St. Cloud \*State: MN \*Zip code: 56302

\*Phone (including area code): 320-255-6180 \*E-mail: jodi.teich@co.stearns.mn.us

### Preparer information (complete if SWPPP application is prepared by a party other than MS4 General contact)

Last name: Miller First name: Jeff  
(department head, MS4 coordinator, consultant, etc.)

Title: Assistant County Engineer

Mailing address: P.O. Box 246

City: St. Cloud State: MN Zip code: 56302

Phone (including area code): 320-255-6180 E-mail: jeffrey.miller@co.stearns.mn.us

## Verification

1. I seek to continue discharging stormwater associated with a small MS4 after the effective date of this Permit, and shall submit this *MS4 SWPPP Application for Reauthorization* form, in accordance with the schedule in Appendix A, Table 1, with the SWPPP document completed in accordance with the Permit (Part II.D.). ☒ Yes
2. I have read and understand the NPDES/SDS MS4 General Permit and certify that we intend to comply with all requirements of the Permit. ☒ Yes

## Certification (All fields are required)

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- ☒ Yes - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted.

*I certify that based on my inquiry of the person, or persons, who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.*

*I am aware that there are significant penalties for submitting false information, including the possibility of civil and criminal penalties.*

This certification is required by Minn. Stat. §§ 7001.0070 and 7001.0540. The authorized person with overall, MS4 legal responsibility must certify the application (principal executive officer or a ranking elected official).

By typing my name in the following box, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing my application.

Name: Jodi L. teich  
(This document has been electronically signed)

Title: County Engineer Date (mm/dd/yyyy): 11/26/2013

Mailing address: PO Box 246

City: St. Cloud State: MN Zip code: 56302

Phone (including area code): 320.255.6180 E-mail: jodi.teich@co.stearns.mn.us

**Note:** The application will not be  
processed without certification.

# Stormwater Pollution Prevention Program Document

## I. Partnerships: (Part II.D.1)

- A. List the **regulated small MS4(s)** with which you have established a partnership in order to satisfy one or more requirements of this Permit. Indicate which Minimum Control Measure (MCM) requirements or other program components that each partnership helps to accomplish (List all that apply). Check the box below if you currently have no established partnerships with other regulated MS4s. If you have more than five partnerships, hit the tab key after the last line to generate a new row.

☐ No partnerships with regulated small MS4s

Name and description of partnership	MCM/Other permit requirements involved
Central Minnesota Water Education Alliance(CMWEA)	MCM 1

- B. If you have additional information that you would like to communicate about your partnerships with other regulated small MS4(s), provide it in the space below, or include an attachment to the SWPPP Document, with the following file naming convention: *MS4NameHere\_Partnerships*.

*CMWEA is a coalition of central Minnesota MS4's and other organizations that provide educational outreach to promote water quality stewardship. The mission of CMWEA is to develop and implement educational programs that encourage individuals in Central Minnesota to protect water resources by increasing their knowledge and making simple behaviour changes. By working in concert, the members of CMWEA are able to provide a consistent water quality educational message.*

*MS4 permitted CMWEA members include the Cities of St. Cloud, Sartell, Sauk Rapids, Waite Park, St. Joseph, Stearns County, St. Joseph Township, Le Sauk Township, St. Cloud State University, and MnDOT. Other members include the Cities of Cold Spring, Melrose, Rockville, Paynesville and Richmond; Stearns County Soil and Water Conservation District; Sauk River Watershed District; and the Sauk River Chain of Lakes Association.*

*CMWEA members are required to sign a membership agreement which includes membership dues and a member participation requirement. Both are critical to ensure maximum benefit to each member and the public. CMWEA is dedicated to assist members meet education requirements through a variety of tools and resources. Members have access to all of CMWEA's past and current education material to use beyond CMWEA's programs and to specifically target additional local education needs. CMWEA annually evaluates its education program to ensure the needs of each member is met and to meet associated permit requirements. Please visit our website for more information: [www.mnwaterconnection.com](http://www.mnwaterconnection.com).*

## II. Description of Regulatory Mechanisms: (Part II.D.2)

### Illicit discharges

- A. Do you have a regulatory mechanism(s) that effectively prohibits non-stormwater discharges into your small MS4, except those non-stormwater discharges authorized under the Permit (Part III.D.3.b.)? ☒ Yes ☐ No

1. If **yes**:

- a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

☒ Ordinance ☐ Contract language  
☐ Policy/Standards ☐ Permits  
☐ Rules  
☐ Other, explain: \_\_\_\_\_

- b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

*Stearns County Ordinance Number 488*

Direct link:

<http://www.co.stearns.mn.us/Default.aspx?TabId=65&xsfid=1203>

☒ Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere\_IDDEreg*.

2. If no:

Describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

### Construction site stormwater runoff control

A. Do you have a regulatory mechanism(s) that establishes requirements for erosion and sediment controls and waste controls? ☒ Yes ☐ No

1. If yes:

a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

- ☒ Ordinance ☐ Contract language  
☐ Policy/Standards ☐ Permits  
☐ Rules  
☐ Other, explain: \_\_\_\_\_

b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

*Stearns County Ordinance No. 439 Land Use and Zoning, Section 7.10 Erosion and Sediment Control Standards*

Direct link:

<http://www.co.stearns.mn.us/Default.aspx?TabId=65&xsfid=1203>

☐ Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere\_CSWreg*.

B. Is your regulatory mechanism at least as stringent as the MPCA general permit to Discharge Stormwater Associated with Construction Activity (as of the effective date of the MS4 Permit)? ☐ Yes ☒ No

If you answered **yes** to the above question, proceed to C.

If you answered **no** to either of the above permit requirements listed in A. or B., describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

*The Stearns County Ordinance covers Non-County owned projects only and only in the Non-Urbanized and Non-Municipal Areas of the County. Within the next twelve months, we will evaluate whether we will modify and adopt the Stearns County Ordinance to cover county owned projects or establish a policy that adopts the standards of the MPCA Construction Storm Water permit.*

C. Answer **yes** or **no** to indicate whether your regulatory mechanism(s) requires owners and operators of construction activity to develop site plans that incorporate the following erosion and sediment controls and waste controls as described in the Permit (Part III.D.4.a.(1)-(8)), and as listed below:

- |  |   |
|--|---|
| 1. Best Management Practices (BMPs) to minimize erosion.   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2. BMPs to minimize the discharge of sediment and other pollutants.  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 3. BMPs for dewatering activities.   | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 4. Site inspections and records of rainfall events   | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 5. BMP maintenance   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 6. Management of solid and hazardous wastes on each project site.  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 7. Final stabilization upon the completion of construction activity, including the use of perennial vegetative cover on all exposed soils or other equivalent means. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 8. Criteria for the use of temporary sediment basins.  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

*Within the next twelve months, we will evaluate our existing ordinance to ensure that it is at least as stringent as the MPCA Construction Stormwater permit, and decide whether we will adopt the Stearns County Ordinance to cover county owned projects or establish a policy that adopts the standards of the MPCA Construction Storm Water permit.*

## Post-construction stormwater management

A. Do you have a regulatory mechanism(s) to address post-construction stormwater management activities?

☒ Yes ☐ No

1. If **yes**:

a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

- ☒ Ordinance ☐ Contract language  
☐ Policy/Standards ☐ Permits  
☐ Rules  
☐ Other, explain: \_\_\_\_\_

b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

*Stearns County Land Use and Zoning Ordinance No. 439, Section 7.25 Stormwater Management*

Direct link:

*<http://www.co.stearns.mn.us/Default.aspx?TabId=65&xsfid=1203>*

☐ Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere\_PostCSWreg*.

B. Answer **yes** or **no** below to indicate whether you have a regulatory mechanism(s) in place that meets the following requirements as described in the Permit (Part III.D.5.a.):

1. **Site plan review:** Requirements that owners and/or operators of construction activity submit site plans with post-construction stormwater management BMPs to the permittee for review and approval, prior to start of construction activity. ☐ Yes ☒ No
2. **Conditions for post construction stormwater management:** Requires the use of any combination of BMPs, with highest preference given to Green Infrastructure techniques and practices (e.g., infiltration, evapotranspiration, reuse/harvesting, conservation design, urban forestry, green roofs, etc.), necessary to meet the following conditions on the site of a construction activity to the Maximum Extent Practicable (MEP):
  - a. For new development projects – no net increase from pre-project conditions (on an annual average basis) of: ☐ Yes ☒ No
    - 1) Stormwater discharge volume, unless precluded by the stormwater management limitations in the Permit (Part III.D.5.a(3)(a)).
    - 2) Stormwater discharges of Total Suspended Solids (TSS).
    - 3) Stormwater discharges of Total Phosphorus (TP).
  - b. For redevelopment projects – a net reduction from pre-project conditions (on an annual average basis) of: ☐ Yes ☒ No
    - 1) Stormwater discharge volume, unless precluded by the stormwater management limitations in the Permit (Part III.D.5.a(3)(a)).
    - 2) Stormwater discharges of TSS.
    - 3) Stormwater discharges of TP.
3. **Stormwater management limitations and exceptions:**
  - a. Limitations
    - 1) Prohibit the use of infiltration techniques to achieve the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)) when the infiltration structural stormwater BMP will receive discharges from, or be constructed in areas: ☐ Yes ☒ No
      - a) Where industrial facilities are not authorized to infiltrate industrial stormwater under an NPDES/SDS Industrial Stormwater Permit issued by the MPCA.
      - b) Where vehicle fueling and maintenance occur.
      - c) With less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock.

- d) Where high levels of contaminants in soil or groundwater will be mobilized by the infiltrating stormwater.
- 2) Restrict the use of infiltration techniques to achieve the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)), without higher engineering review, sufficient to provide a functioning treatment system and prevent adverse impacts to groundwater, when the infiltration device will be constructed in areas: ☐ Yes ☒ No
- With predominately Hydrologic Soil Group D (clay) soils.
  - Within 1,000 feet up-gradient, or 100 feet down-gradient of active karst features.
  - Within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, subp. 13.
  - Where soil infiltration rates are more than 8.3 inches per hour.
- 3) For linear projects where the lack of right-of-way precludes the installation of volume control practices that meet the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)), the permittee's regulatory mechanism(s) may allow exceptions as described in the Permit (Part III.D.5.a(3)(b)). The permittee's regulatory mechanism(s) shall ensure that a reasonable attempt be made to obtain right-of-way during the project planning process. ☐ Yes ☒ No
4. **Mitigation provisions:** The permittee's regulatory mechanism(s) shall ensure that any stormwater discharges of TSS and/or TP not addressed on the site of the original construction activity are addressed through mitigation and, at a minimum, shall ensure the following requirements are met:
- Mitigation project areas are selected in the following order of preference: ☐ Yes ☒ No
    - Locations that yield benefits to the same receiving water that receives runoff from the original construction activity.
    - Locations within the same Minnesota Department of Natural Resource (DNR) catchment area as the original construction activity.
    - Locations in the next adjacent DNR catchment area up-stream
    - Locations anywhere within the permittee's jurisdiction.
  - Mitigation projects must involve the creation of new structural stormwater BMPs or the retrofit of existing structural stormwater BMPs, or the use of a properly designed regional structural stormwater BMP. ☐ Yes ☒ No
  - Routine maintenance of structural stormwater BMPs already required by this permit cannot be used to meet mitigation requirements of this part. ☐ Yes ☒ No
  - Mitigation projects shall be completed within 24 months after the start of the original construction activity. ☐ Yes ☒ No
  - The permittee shall determine, and document, who will be responsible for long-term maintenance on all mitigation projects of this part. ☐ Yes ☒ No
  - If the permittee receives payment from the owner and/or operator of a construction activity for mitigation purposes in lieu of the owner or operator of that construction activity meeting the conditions for post-construction stormwater management in Part III.D.5.a(2), the permittee shall apply any such payment received to a public stormwater project, and all projects must be in compliance with Part III.D.5.a(4)(a)-(e). ☐ Yes ☒ No
5. **Long-term maintenance of structural stormwater BMPs:** The permittee's regulatory mechanism(s) shall provide for the establishment of legal mechanisms between the permittee and owners or operators responsible for the long-term maintenance of structural stormwater BMPs not owned or operated by the permittee, that have been implemented to meet the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)). This only includes structural stormwater BMPs constructed after the effective date of this permit and that are directly connected to the permittee's MS4, and that are in the permittee's jurisdiction. The legal mechanism shall include provisions that, at a minimum:
- Allow the permittee to conduct inspections of structural stormwater BMPs not owned or operated by the permittee, perform necessary maintenance, and assess costs for those structural stormwater BMPs when the permittee determines that the owner and/or operator of that structural stormwater BMP has not conducted maintenance. ☐ Yes ☒ No
  - Include conditions that are designed to preserve the permittee's right to ensure maintenance responsibility, for structural stormwater BMPs not owned or operated by the permittee, when those responsibilities are legally transferred to another party. ☐ Yes ☒ No
  - Include conditions that are designed to protect/preserve structural stormwater BMPs and site features that are implemented to comply with the Permit (Part III.D.5.a(2)). If site configurations or structural stormwater BMPs change, causing decreased structural stormwater BMP effectiveness, new or improved structural stormwater BMPs must be implemented to ensure the conditions for post-construction stormwater management in the ☐ Yes ☒ No

Permit (Part III.D.5.a(2)) continue to be met.

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within twelve (12) months of the date permit coverage is extended, these permit requirements are met:

*The Stearns County Ordinance covers Non-County owned projects only and only in the Non-Urbanized and Non-Municipal Areas of the County. Within twelve months of permit coverage, we will evaluate whether we will adopt the Stearns County Ordinance to cover county owned projects or establish policy that adopts the standards of the MPCA Construction Storm Water permit. We will evaluate our construction site stormwater runoff control regulatory mechanism to ensure that it is at least as stringent as the MPCA CSW permit and modify, if necessary.*

*Within two months of permit coverage public works staff will meet with environmental services staff to review processes within the Land Use Ordinance required to change the ordinance, such as public hearing requirements, county board approval requirements, etc. We will also begin the review of the ordinance as it relates to the following items:*

*B.1 Site Plan Review – The Land Use and Zoning Ordinance #439 includes provisions requiring submittals of stormwater management plans for review by Environmental Services Department staff for non-County owned projects in the non-urbanized areas of the County. If we choose to adopt this ordinance as the regulatory mechanism for county owned projects, we will evaluate the submittal requirements to ensure they are as stringent as required by the CSW permit and revise as necessary.*

*Public Works will update its Utility Permit to require owners/operators of construction activities that occur within the rights of way of County roadways in the Urbanized Areas to submit site plans with post-construction stormwater management BMPs for review and approval prior to construction activities. Examples of these types of projects include utility installations or relocations, municipal infrastructure projects, etc.*

*B.2 Conditions for post-construction stormwater management - Public Works will review and revise, as necessary, its regulatory mechanism to ensure that it requires the use of BMPs as required by the MS4 permit.*

*B.3 Stormwater management limitations and exceptions - Public Works will review and revise, as necessary, its regulatory mechanism to ensure that it prohibits or restricts infiltration in areas as specified in the permit.*

*B.4 Public Works will review and revise as necessary its regulatory mechanism to ensure that mitigation provisions are specified in the event that TSS and TP discharges are not able to be met onsite.*

*B.5 Public Works will review and revise as necessary its regulatory mechanism to ensure the long term maintenance and preservation of structural stormwater BMPs.*

### III. Enforcement Response Procedures (ERPs): (Part II.D.3)

A. Do you have existing ERPs that satisfy the requirements of the Permit (Part III.B.)? ☐ Yes ☒ No

1. If **yes**, attach them to this form as an electronic document, with the following file naming convention: *MS4NameHere\_ERPs*.
2. If **no**, describe the tasks and corresponding schedules that will be taken to assure that, with twelve (12) months of the date permit coverage is extended, these permit requirements are met:

*We will evaluate the enforcement response procedures that we have in our ordinances to determine if they meet the new permit conditions.*

B. Describe your ERPs:

*Enforcement Response Procedures have been established in the following Stearns County Ordinances: Right of Way Ordinance No. 478 Section 1.02 Subd. 2.10 and Section 1.34 Subd. 1, Illicit Discharge Detection and Elimination Ordinance No. 488 Section 12, Land Use and Zoning Ordinance No. 439 Sections 4.23 and 4.25.*

### IV. Storm Sewer System Map and Inventory: (Part II.D.4.)

A. Describe how you manage your storm sewer system map and inventory:

*We have GPS coordinates for the outfall locations only. The outfall locations are mapped in GIS in a geodatabase layer. 11" x 17" maps have been generated showing the locations within the County. The pipe network that feeds each of the outfalls is shown in the road construction plans and the applicable sheets from those plans are assembled in a notebook along with the outfall maps for quick reference. As road construction projects are completed, any new outfalls are added to the geodatabase layer and the new plan sheets are added to the notebook.*

B. Answer **yes** or **no** to indicate whether your storm sewer system map addresses the following requirements from the Permit (Part III.C.1.a-d), as listed below:

1. The permittee's entire small MS4 as a goal, but at a minimum, all pipes 12 inches or greater in diameter, including stormwater flow direction in those pipes. ☐ Yes ☒ No
2. Outfalls, including a unique identification (ID) number assigned by the permittee, and an ☒ Yes ☐ No

associated geographic coordinate.

3. Structural stormwater BMPs that are part of the permittee's small MS4. ☐ Yes ☒ No
4. All receiving waters. ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

*Our map currently displays 24" or greater as required by the original permit. Within 12 months of the date of Reauthorized Permit coverage we will update our outfall map to include all pipes 12" or greater within the Urbanized Areas of Stearns County. The outfalls will be located with GPS coordinates either taken in the field or taken from aerial photography and ArcMap. Our current map also includes one Baysaver structural stormwater BMP. We will review our map and update as needed to show all structural BMPs (ie. sump manholes). We will incorporate the pipe network feeding each outfall into the geodatabase as time and resources allow. This will be done either by gathering GPS coordinates of all manholes and structures in the field, or by adding AutoCad drawings as a layer into ArcMap and creating a pipe network layer.*

- C. Answer **yes** or **no** to indicate whether you have completed the requirements of 2009 Minnesota Session Law, Ch. 172. Sec. 28: with the following inventories, according to the specifications of the Permit (Part III.C.2.a.-b.), including:
1. All ponds within the permittee's jurisdiction that are constructed and operated for purposes of water quality treatment, stormwater detention, and flood control, and that are used for the collection of stormwater via constructed conveyances. ☒ Yes ☐ No
  2. All wetlands and lakes, within the permittee's jurisdiction, that collect stormwater via constructed conveyances. ☐ Yes ☒ No
- D. Answer **yes** or **no** to indicate whether you have completed the following information for each feature inventoried.
1. A unique identification (ID) number assigned by the permittee. ☒ Yes ☐ No
  2. A geographic coordinate. ☒ Yes ☐ No
  3. Type of feature (e.g., pond, wetland, or lake). This may be determined by using best professional judgment. ☒ Yes ☐ No

If you have answered **yes** to all above requirements, and you have already submitted the Pond Inventory Form to the MPCA, then you do not need to resubmit the inventory form below.

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

*We will update our map to include wetlands within our Urbanized Area jurisdiction (if any) that collect stormwater via constructed conveyances.*

- E. Answer **yes** or **no** to indicate if you are attaching your pond, wetland and lake inventory to the MPCA on the form provided on the MPCA website at: <http://www.pca.state.mn.us/ms4>, according to the specifications of Permit (Part III.C.2.b.(1)-(3)). Attach with the following file naming convention: *MS4NameHere\_inventory*. ☐ Yes ☒ No

If you answered **no**, the inventory form must be submitted to the MPCA MS4 Permit Program within 12 months of the date permit coverage is extended.

## V. Minimum Control Measures (MCMs) (Part II.D.5)

### A. MCM1: Public education and outreach

1. The Permit requires that, within 12 months of the date permit coverage is extended, existing permittees revise their education and outreach program that focuses on illicit discharge recognition and reporting, as well as other specifically selected stormwater-related issue(s) of high priority to the permittee during this permit term. Describe your **current** educational program, including **any high-priority topics included**:

*Stearns County's current education program is implemented through the Central Minnesota Water Education Alliance(CMWEA). CMWEA, as described in the partnership section above, is utilized to meet all or part of the established BMPs shown below. CMWEA is dedicated to developing and implementing educational programs that encourage individuals in Central Minnesota to protect water resources by increasing their knowledge and making simple behaviour changes. CMWEA is operated through membership dues, member staff participation, grants, sponsorship and in-kind support. The annual education program consists of: Annual Top 10 Water Protection Tips, Media ad campaign based on Top 10 List which includes various print media, radio ads, videos on local cable channels and billboard, High School TV Ad Contest, Social Media(Facebook), Website, Traveling Education Booth and Library that shows up at several area events and workshops, Rain Barrel and Compost Bin sale, Handouts(brochures, member material & info, seed packets, etc.).*

2. List the categories of BMPs that address your public education and outreach program, including the distribution of educational materials and a program implementation plan. Use the first table for categories of BMPs that you have



established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the U.S. Environmental Protection Agency's (EPA) *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Distribute Education Materials	Number of publications and households served.
Implement an Education Program	Number of training sessions.
Public Education and Outreach	Number of calls reporting illegal dumping, number of circulars distributed, number of visitors to website, number of brochures distributed, number of training sessions and students.
Public Participation	Log phone calls and track locations, number of newsletters distributed, number of website hits.
Illicit Discharge Detection and Elimination	Number of circulars delivered, number of staff members sent to training sessions.
Construction Site Runoff Control	Number of permits issued each year, number of training sessions and attendees.
Post Construction Stormwater Management in New Development and Redevelopment	Number of training sessions and attendees.
Pollution Prevention/Good Housekeeping for Municipal Operations	Number of training sessions and attendees.
Coordination of Education Program	Regular meetings of CMWEA members.
Annual Public Meeting	Document number of attendees.
BMP categories to be implemented	Measurable goals and timeframes
CMWEA Membership	Measurable Goals: Within 2 months of receiving the annual CMWEA membership agreement, it will be signed and returned to CMWEA. Timeline/Implementation Schedule: Annually renew membership.
CMWEA Website	Promote CMWEA's website with a goal of 50,000 hits annually. Add specific Illicit Discharge recognition and reporting to its website.
CMWEA Education Campaign	Campaigns include Top Ten List, media campaigns, education booth at events, rain barrel sale, social media, high school contest, website updates, etc. Annually review program elements to ensure campaign meets the high priority needs of its members and covers new education topics. Review different marketing strategies to impact target audiences. Goal of being represented at 3 area events annually, goal of providing education through 3 different marketing/campaign tactics, provide at least 1 opportunity for member input on the annual campaign.
Eliminate all previously established BMP categories for MCM 1 as they are either redundant or no longer necessary.	Effective at time of permit reauthorization.

- Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

*Susan McGuire*

## B. MCM2: Public participation and involvement

- The Permit (Part III.D.2.a.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement a public participation/involvement program to solicit public input on the SWPPP. Describe your current program:

*For the first five years of our program we notified the public and held meetings to discuss the SWPPP and to gather public input. Not one member of the public ever attended. Therefore, we will modify our current program by eliminating the annual public meeting and will seek input from the public on our website and ask that comments be submitted electronically via email. We will make these comments available to the public by creating a section in the SWPPP for paper copies of the comments to be inserted.*

2. List the categories of BMPs that address your public participation/involvement program, including solicitation and documentation of public input on the SWPPP. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). **If you have more than five categories**, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Comply with Public Notice Requirements	Document the newspapers and dates published of the legal notice.
Solicit Public input and opinion on the adequacy of the SWPPP.	Record attendance, keep minutes, record statements and written comments.
Consider public input.	Public comment form and Record of Decision will be maintained.
BMP categories to be implemented	Measurable goals and timeframes
Eliminate annual meetings and seek public comments via email on our website.	Within 12 months of the date permit coverage is extended, we will modify the SWPPP section of our website to include a request to the website visitors that wish to provide comment to send an email with their comments.

3. Do you have a process for receiving and documenting citizen input? ☐ Yes ☒ No

If you answered **no** to the above permit requirement, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

*We will modify our website to provide citizens an opportunity to provide comments.*

4. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

*Public Works Director/County Engineer*

### C. MCM 3: Illicit discharge detection and elimination

1. The Permit (Part III.D.3.) requires that, within 12 months of the date permit coverage is extended, existing permittees revise their current program as necessary, and continue to implement and enforce a program to detect and eliminate illicit discharges into the small MS4. Describe your current program:

*We have an Ordinance that prohibits illicit discharges and connections. As part of our annual stormwater outfall inspections we also look for evidence of illicit discharges.*

2. Does your Illicit Discharge Detection and Elimination Program meet the following requirements, as found in the Permit (Part III.D.3.c.-g.)?

- a. Incorporation of illicit discharge detection into all inspection and maintenance activities conducted under the Permit (Part III.D.6.e.-f.) Where feasible, illicit discharge inspections shall be conducted during dry-weather conditions (e.g., periods of 72 or more hours of no precipitation). ☒ Yes ☐ No
- b. Detecting and tracking the source of illicit discharges using visual inspections. The permittee may also include use of mobile cameras, collecting and analyzing water samples, and/or other detailed procedures that may be effective investigative tools. ☒ Yes ☐ No
- c. Training of all field staff, in accordance with the requirements of the Permit (Part III.D.6.g.(2)), in illicit discharge recognition (including conditions which could cause illicit discharges), and ☐ Yes ☒ No

reporting illicit discharges for further investigation.

- d. Identification of priority areas likely to have illicit discharges, including at a minimum, evaluating land use associated with business/industrial activities, areas where illicit discharges have been identified in the past, and areas with storage of large quantities of significant materials that could result in an illicit discharge. ☐ Yes ☒ No
- e. Procedures for the timely response to known, suspected, and reported illicit discharges. ☒ Yes ☐ No
- f. Procedures for investigating, locating, and eliminating the source of illicit discharges. ☒ Yes ☐ No
- g. Procedures for responding to spills, including emergency response procedures to prevent spills from entering the small MS4. The procedures shall also include the immediate notification of the Minnesota Department of Public Safety Duty Officer, if the source of the illicit discharge is a spill or leak as defined in Minn. Stat. § 115.061. ☐ Yes ☒ No
- h. When the source of the illicit discharge is found, the permittee shall use the ERPs required by the Permit (Part III.B.) to eliminate the illicit discharge and require any needed corrective action(s). ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

*We will evaluate and modify as necessary our program to address training of staff, identification of priority areas, procedures for timely response to reported illicit discharges, procedures for responding to spills, and developing emergency response procedures.*

3. List the categories of BMPs that address your illicit discharge, detection and elimination program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Storm Sewer System Map	Identify storm sewer system owned by Stearns County and MS4s. A map will be created of all 24" or greater storm sewer pipe, ponds, lakes, streams, and wetlands that are part of Stearns County's storm sewer system within the urbanized areas.
Regulatory Control Program	Work with the responsible MS4 to ascertain existing ordinances and, if needed, to enact new ordinances to regulate illicit discharges. Enforce and update provisions of the ordinance pertaining to erosion control and stormwater management.
IDDE Plan	1. Track the amount of household hazardous waste collected each year. Multiple collections take place each year. 2. The County will annually inventory the miles of highway covered by the Adopt-A-Highway program, calculate the percent of County owned roadway included in the project, and the quantity of trash (cy) removed from the roadway.
Public and Employee Illicit Discharge Information Program	1. See BMP Summary Sheet 1c-3 for goals concerning public education efforts regarding Illicit Discharge Detection and Elimination. 2. Utilize resources from CMWEA to setup training for staff members.
Identification of Non-Stormwater Discharge and Flows	The County will record the number of outfalls inspected annually along with the number of outfalls with suspected illicit discharge.
BMP categories to be implemented	Measurable goals and timeframes
Storm Sewer System Map	<i>We will update our outfall map to include all pipes 12" or greater within the Urbanized Areas of Stearns County. We will review our map and update as needed to show all structural BMPs (ie. sump manholes). We will incorporate the pipe network feeding each outfall into the geodatabase as time and resources allow.</i>
Staff training	We will begin training all field staff in learning what to look for in terms of illicit discharges and what to do when they are detected.


4. Do you have procedures for record-keeping within your Illicit Discharge Detection and Elimination (IDDE) program as specified within the Permit (Part III.D.3.h.)? ☒ Yes ☐ No

If you answered **no**, indicate how you will develop procedures for record-keeping of your Illicit Discharge, Detection and Elimination Program, within 12 months of the date permit coverage is extended:

5. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

*Public Works Director/County Engineer*

#### **D. MCM 4: Construction site stormwater runoff control**

1. The Permit (Part III.D.4) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement and enforce a construction site stormwater runoff control program. Describe your current program:

*The Stearns County Land Use Ordinance #439 covers Non-County owned projects only and only in the Non-Urbanized and Non-Municipal Areas of the County. County owned projects are regulated by the NPDES Construction Stormwater permit process and contain individual SWPPPs that the contractor is required to follow, with inspections being performed by County Engineering staff.*

2. Does your program address the following BMPs for construction stormwater erosion and sediment control as required in the Permit (Part III.D.4.b.):
- a. Have you established written procedures for site plan reviews that you conduct prior to the start of construction activity? ☐ Yes ☒ No
  - b. Does the site plan review procedure include notification to owners and operators proposing construction activity that they need to apply for and obtain coverage under the MPCA's general permit to *Discharge Stormwater Associated with Construction Activity No. MN R100001*? ☐ Yes ☒ No
  - c. Does your program include written procedures for receipt and consideration of reports of noncompliance or other stormwater related information on construction activity submitted by the public to the permittee? ☐ Yes ☒ No
  - d. Have you included written procedures for the following aspects of site inspections to determine compliance with your regulatory mechanism(s):
    - 1) Does your program include procedures for identifying priority sites for inspection? ☐ Yes ☒ No
    - 2) Does your program identify a frequency at which you will conduct construction site inspections? ☐ Yes ☒ No
    - 3) Does your program identify the names of individual(s) or position titles of those responsible for conducting construction site inspections? ☐ Yes ☒ No
    - 4) Does your program include a checklist or other written means to document construction site inspections when determining compliance? ☐ Yes ☒ No
  - e. Does your program document and retain construction project name, location, total acreage to be disturbed, and owner/operator information? ☐ Yes ☒ No
  - f. Does your program document stormwater-related comments and/or supporting information used to determine project approval or denial? ☐ Yes ☒ No
  - g. Does your program retain construction site inspection checklists or other written materials used to document site inspections? ☐ Yes ☒ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met.

*Within the next twelve months, we will evaluate our existing ordinance to ensure that it is at least as stringent as the MPCA Construction Stormwater permit, and decide whether we will adopt the Stearns County Ordinance to cover county owned projects or establish a policy that adopts the standards of the MPCA Construction Storm Water permit. In months 1 - 3 we will review our policies and unwritten practices and in months 4 - 7 we will draft written procedures for the items as follows:*

*D.2.a Public Works will establish written procedures (SOPs) for site plan reviews for projects that occur within our road rights of way.*

*D.2.b Currently, our Contract Documents for road projects contains this language. We will incorporate it into the written SOPs.*

*D.2.c We will establish written SOPs for receipt and consideration of reports of non-compliance by the public.*

D.2.d We will incorporate procedures for identifying priority sites, the frequency of site inspections, the names of those doing the inspections, and a form to use.

D.2.e We will ensure that plans submitted contain project name, location, total acreage disturbed and owner/operator information.

D.2.f We will document stormwater related comments.

D.2.g It is our current policy to retain construction site inspection checklists and we will incorporate this into our written SOPs.

3. List the categories of BMPs that address your construction site stormwater runoff control program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). **If you have more than five categories**, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Ordinance or other Regulatory Mechanism	Record number of plats recorded in County annually.
Construction Site Implementation of Erosion and Sediment Control BMPs	Record number of plats recorded in the County annually.
Waste Controls for Construction Site Operators	Train staff to look for proper waste controls when conducting inspections.
Procedure for Site Plan Review	Record number of plats recorded in the County annually.
Establishment of Procedures for the Receipt and Consideration of Reports of Stormwater Noncompliance.	Give each complaint a number and distribute to appropriate staff for inspection. Document violations with photographs which will serve as background information for future enforcement action.
Establishment of Procedures for Site Inspection and Enforcement	Track number of permits issued for septic systems, conditional/interim uses and construction sites.
BMP categories to be implemented	Measurable goals and timeframes
Eliminate previous BMPs since they are only related to Non-County owned projects.	Effective at time of permit reauthorization.
Modify County Ordinance to ensure it is at least as stringent as MPCA CSW permit and decide whether to adopt it for County owned projects or implement a policy that adopts the CSW for County owned projects.	Within twelve months of permit coverage.

4. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Public Works Director/County Engineer

## E. MCM 5: Post-construction stormwater management

1. The Permit (Part III.D.5.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement and enforce a post-construction stormwater management program. Describe your current program:

*The Stearns County Land Use Ordinance #439 covers non-county owned projects only and only in the Non-Urbanized and Non-Municipal Areas of the County. County owned projects are regulated by the NPDES Construction permit process and contain individual SWPPPs that the contractor is required to follow, with inspections being performed by County Engineering staff.*

2. Have you established written procedures for site plan reviews that you will conduct prior to the start of construction activity? ☐ Yes ☒ No
3. Answer **yes** or **no** to indicate whether you have the following listed procedures for documentation of post-construction stormwater management according to the specifications of Permit (Part III.D.5.c.):

- a. Any supporting documentation that you use to determine compliance with the Permit (Part III.D.5.a), including the project name, location, owner and operator of the construction activity, any checklists used for conducting site plan reviews, and any calculations used to determine compliance? ☐ Yes ☒ No
- b. All supporting documentation associated with mitigation projects that you authorize? ☐ Yes ☒ No
- c. Payments received and used in accordance with Permit (Part III.D.5.a.(4)(f))? ☐ Yes ☒ No
- d. All legal mechanisms drafted in accordance with the Permit (Part III.D.5.a.(5)), including date(s) of the agreement(s) and names of all responsible parties involved? ☐ Yes ☒ No

If you answered **no** to any of the above permit requirements, describe the steps that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met.

*Within the next twelve months, we will evaluate our existing ordinance to ensure that it is at least as stringent as the MPCA Construction Stormwater permit, and decide whether we will adopt the Stearns County Ordinance to cover county owned projects or establish a policy that adopts the standards of the MPCA Construction Storm Water permit.*

*E.2. Public Works will establish written procedures (SOPs) for site plan reviews for projects that occur within our road rights of way.*

*E.3. Establish written SOPs for gathering and retaining supporting documentation to determine compliance while conducting site plan reviews, including checklists and calculations.*

4. List the categories of BMPs that address your post-construction stormwater management program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). **If you have more than five categories**, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Development and Implementation of Structural and/or Non-Structural BMPs	Continue to require engineered stormwater management plans and approval of said plans by SWCD.
Regulatory Mechanism to Address Post Construction Runoff from New Development and Redevelopment	Financial guarantees are not released until the site is approved by the design engineer.
Long Term Operation and Maintenance of BMPs	Plats are not approved unless an operation and maintenance plan is approved.
BMP categories to be implemented	Measurable goals and timeframes
Modify County Ordinance to ensure it is at least as stringent as MPCA CSW permit and decide whether to adopt it for County owned projects or implement a policy that adopts the CSW for County owned projects.	Within twelve months of permit coverage.

5. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

*Public Works Director/County Engineer*

## F. MCM 6: Pollution prevention/good housekeeping for municipal operations



1. The Permit (Part III.D.6.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement an operations and maintenance program that prevents or reduces the discharge of pollutants from the permittee owned/operated facilities and operations to the small MS4. Describe your current program:

*Within the Urbanized Areas, Stearns County continually evaluates its road salt usage and storage, conducts street sweeping, inspects its structural pollution control devices, inspects its outfalls, and inspects its stockpiles.*

2. Do you have a facilities inventory as outlined in the Permit (Part III.D.6.a.)? ☐ Yes ☒ No
3. If you answered **no** to the above permit requirement in question 2, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

*We will review our facilities within the Urbanized Areas that may contribute pollutants to stormwater discharges.*

4. List the categories of BMPs that address your pollution prevention/good housekeeping for municipal operations program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. For an explanation of measurable goals, refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

**If you have more than five categories**, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Municipal Operations and Maintenance Program	County will record annual activities of the salt distribution program.
Street Sweeping	Record number of times annually the streets are swept.
Annual Inspection of all Structural Pollution Control Devices	Record the number of structural pollution prevention control devices inspected along with the sediment level and condition of the device.
Inspection of a minimum of 20% of its outfalls, sediment basins and ponds	Record number of outfalls inspected and rate the condition of outfalls and ponds.
Annual Inspection of all Exposed Stockpiles, Storage and Material Handling Areas	Document number of stockpiles inspected and material handling areas inspected.
Inspection Follow-Up including determination of whether Repair, Replacement, or Maintenance Measures are necessary and the Implementation of the Corrective Measures	Document the dates and locations of any corrective action taken.
Record Reporting and Retention of All Inspections and Responses to the Inspection	Compile the inspection reports and place copies in the SWPPP. Document the repairs to outfalls if needed. Document action taken to correct any deficiencies found related to stockpiles and material handling areas.
Evaluation of Inspection Frequency	The percentage of each rating (Good, Fair, Poor) will be calculated.
BMP categories to be implemented	Measurable goals and timeframes
Inspection of all Exposed Stockpiles, Storage and Material Handling Areas	Conduct four inspections per year.

5. Does discharge from your MS4 affect a Source Water Protection Area (Permit Part III.D.6.c.)? ☒ Yes ☐ No

a. If **no**, continue to 6.

b. If **yes**, the Minnesota Department of Health (MDH) is in the process of mapping the following items. Maps are available at <http://www.health.state.mn.us/divs/eh/water/swp/maps/index.htm>. Is a map including the following items available for your MS4:

- 1) Wells and source waters for drinking water supply management areas identified as vulnerable under Minn. R. 4720.5205, 4720.5210, and 4720.5330? ☒ Yes ☐ No
- 2) Source water protection areas for surface intakes identified in the source water assessments conducted by or for the Minnesota Department of Health under the federal Safe Drinking Water Act, U.S.C. §§ 300j – 13? ☐ Yes ☒ No
- c. Have you developed and implemented BMPs to protect any of the above drinking water sources? ☐ Yes ☒ No
6. Have you developed procedures and a schedule for the purpose of determining the TSS and TP treatment effectiveness of all permittee owned/operated ponds constructed and used for the collection and treatment of stormwater, according to the Permit (Part III.D.6.d.)? ☐ Yes ☒ No
7. Do you have inspection procedures that meet the requirements of the Permit (Part III.D.6.e.(1)-(3)) for structural stormwater BMPs, ponds and outfalls, and stockpile, storage and material handling areas? ☐ Yes ☒ No
8. Have you developed and implemented a stormwater management training program commensurate with each employee's job duties that:
- a. Addresses the importance of protecting water quality? ☐ Yes ☒ No
- b. Covers the requirements of the permit relevant to the duties of the employee? ☐ Yes ☒ No
- c. Includes a schedule that establishes initial training for new and/or seasonal employees and recurring training intervals for existing employees to address changes in procedures, practices, techniques, or requirements? ☐ Yes ☒ No
9. Do you keep documentation of inspections, maintenance, and training as required by the Permit (Part III.D.6.h.(1)-(5))? ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements listed in **Questions 5 – 9**, then describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

*F.5.c. We will develop BMPs to protect Source Water Protection Areas.*

*F.6. We will develop procedures for determining TSS and TP treatment effectiveness of County owned ponds used for treatment of stormwater within the urbanized areas in year 1.*

*F.7. We will develop inspection procedures that meet the requirements of the permit.*

*F.8.a.b.c We will develop a training program commensurate with each employee's job duties that address these three topics.*

10. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

*Director of Public Works/County Engineer*

## VI. Compliance Schedule for an Approved Total Maximum Daily Load (TMDL) with an Applicable Waste Load Allocation (WLA) (Part II.D.6.)

- A. Do you have an approved TMDL with a Waste Load Allocation (WLA) prior to the effective date of the Permit? ☐ Yes ☒ No
1. If **no**, continue to section VII.
2. If **yes**, fill out and attach the MS4 Permit TMDL Attachment Spreadsheet with the following naming convention: *MS4NameHere\_TMDL*.

This form is found on the MPCA MS4 website: <http://www.pca.state.mn.us/ms4>.

## VII. Alum or Ferric Chloride Phosphorus Treatment Systems (Part II.D.7.)

- A. Do you own and/or operate any Alum or Ferric Chloride Phosphorus Treatment Systems which are regulated by this Permit (Part III.F.)? ☐ Yes ☒ No
1. If **no**, this section requires no further information.
2. If **yes**, you own and/or operate an Alum or Ferric Chloride Phosphorus Treatment System within your small MS4, then you must submit the Alum or Ferric Chloride Phosphorus Treatment Systems Form supplement to this document, with the following naming convention: *MS4NameHere\_TreatmentSystem*.



This form is found on the MPCA MS4 website: <http://www.pca.state.mn.us/ms4>.

## **VIII. Add any Additional Comments to Describe Your Program**